



BOARD OF COMMISSIONERS' MINUTES

Tuesday, July 18, 2017, 10:00 A.M.

Willowbank Office Building
420 Holmes Street, Room 146
Belleville, PA 16823

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

Commissioner Pipe called the Board of Commissioners' meeting to order at 10:00 A.M. on Tuesday, July 18, 2017.

In attendance were Commissioners Michael Pipe, Chair; Mark Higgins, Vice-Chair; Steven G. Dershem, Commissioner; Administrator, Margaret Gray; Solicitor, Elizabeth Dupuis; and Executive Secretary, Natalie Bird.

III. PUBLIC COMMENT

Representatives from the news media included Emma Gosalvez and Gary Sinderson.

Visitor(s) present included Jen Ponce De Leon.

County Personnel present included Christopher Schell, Bob Jacobs, Tom McDermott, Julie Lutz, Tom Martin, Joe Davidson, Bryan Sampsel, Dusty Devinney, Lee Sheaffer, and Bill Browder.

CNET staff were present.

IV. MEETING MINUTES

Commissioner Dershem made a motion to approve the Minutes from the Board of Commissioners' meeting held Tuesday, July 11, 2017. The motion was seconded by Commissioner Pipe and unanimously approved.

V. INTRODUCTION

Commissioner Pipe introduced Tom Martin who has been appointed the Director of Financial Management effective July 31, 2017. Tom said he is excited for this incredible opportunity and is humbled to serve as the next director. Tom looks forward to working in the new leadership role. Commissioner Dershem told Tom we are very excited to bring him aboard and have him as a part of our finance team. Tom has been with Centre County for 13 years working in the Controller's Office.

VI. ACTION ITEM(S)

Commissioner Higgins made motions to approve items A-B and move items C-F to next week's Consent Agenda. The motions were seconded by Commissioner Dershem and unanimously approved.

- A. Resolution No. 6 of 2017 – Julie Lutz asked that the Board consider adopting Resolution No. 6 of 2017 announcing the sale of used vehicles at auction. The auction will be held online at www.auctionsbygov.com from July 31, 2017 at 11:00 AM through August 4, 2017 at 11:00 AM. The County will have 24 vehicles listed for bid; inspection of the vehicles will be by appointment only – Dept. 111.
- B. Commissioner Higgins announced that three checks this week were made out to local American Legion Posts to provide flags for veteran's graves in honor of Memorial Day. He then made a motion to approve this week's check run in the amount of \$818,760.64 dated July 13, 2017.
- C. Planning – Commissioner Pipe welcomed Bob Jacobs, Director of Planning and Jen Ponce De Leon, Account Executive for McClure Company. Bob requested that the Board reviews a contract with McClure Company to complete an energy audit and report. If the energy audit shows favorable energy savings to the County, a guaranteed saving agreement (GESA) will be entered into between the County and McClure Company. Jen added that the energy audit will provide recommendations on facility improvements and energy savings. McClure Company brings experience, solutions and savings. Commissioner Higgins asked that they look into a renewable energy source such as solar power. According to Jen there are no longer incentives for renewable energy sources, however under Act 163 of 2016 the County would be able to complete facility upgrades and over a 20 year period can use the cost savings to pay for the upgrades that are completed. The contract total for the energy audit is \$46,200 – Dept. 151.
- D. MH/ID/EI – Tom McDermott requested that the Board reviews the following items:
 - i. Addendum No. 1 between Community Services Group and the County of Centre. Mental Health services include Psychiatric Rehabilitation and Outpatient. This addendum will allow for funds to provide additional services in the amount of \$22,150, increasing the contract maximum from \$483,885 to \$506,035 which is funded as follows: State \$482,352 and County \$23,683 for the period of July 1, 2016 through June 30, 2017 – Dept. 561.
 - ii. A contract between Beacon Light Behavioral Health System and the County of Centre. Mental Health outpatient services provided include mobile medication management. The contract total is \$15,000 which is funded as follows: State \$14,309 and County \$691 for the period of July 1, 2017 through June 30, 2018 – Dept. 561.

- iii. A letter of agreement between Home Nursing Agency Community Services and the County of Centre. Early intervention services include occupational therapy, physical therapy, special instruction, and special pathology. The contract total is \$18,000 with the source of funding as follows: State \$16,200 and County \$1,800 for the period of July 1, 2017 through June 30, 2018 – Dept. 561.
- iv. A contract between Kimberly Rimmey and the County of Centre to provided community mental health services for children. The contract total is \$27,500 with the source of funding as follows: State \$26,232 and County \$1,268 for the period of July 1, 2017 through June 30, 2018 – Dept. 561.
- v. Addendum No. 1 between Strawberry Fields, Inc. and the County of Centre. Mental health services include peer support, community residential rehabilitation, targeted case management, and housing support. This addendum will allow for funds to provide additional services in the amount of \$30,000, increasing the contract maximum to \$1,144,201 with the source of funding as follows: State \$1,090,652 and County \$53,549 for the period of July 1, 2016 through June 30, 2017 – Dept. 561.

Commissioner Dershem asked Tom how the State Budget will impact the MH/ID department. Tom said that the budget will provide some statewide increases in funding, 11% for intellectual disabilities and \$7 million for early intervention services. There will be \$19.5 million cut to mental health services, but the County is not looking to cut any services at this point.

- E. MIS/RBA – Bill Browder requested that the Board reviews a contract renewal with CDW-G for the Microsoft License Agreement. The contract total is \$235,958.16 for the period of August 1, 2017 through July 31, 2020. This contract added new server and database licenses and is a 4% decrease in cost from the previous contract. For cost savings, Office 365 was removed from the contract. – Dept. 142.
- F. Prison – Chris Schell requested that the Board reviews the following items:
 - i. Approval of the Intergovernmental Agreement designating the terms and conditions for Tenant County arrangements – Dept. 333.
 - ii. A contract renewal with Central Intermediate Unit #10 to perform the services and duties required to provide a WorkKeys class 2.5 hours twice a week (5 hours total). The contract total is not to exceed \$10,056 for the period of July 1, 2017 through June 30, 2018 – Dept. 333.

- iii. A contract renewal with Nicole Lucas for barber services paid from inmate accounts or inmate commissary account for those who qualify for indigent services. The contract is for the period of August 1, 2017 through August 1, 2020. Nicole has been providing barber services at the prison for 15 years.

VII. CONSENT AGENDA

Commissioner Higgins made a motion to approve the following Consent Agenda items (A-D). The motion was seconded by Commissioner Dershem and unanimously approved.

- A. Commissioners - A letter of support to the PA Department of Community and Economic Development (DCED) from the Board of Commissioners on behalf of the Clearwater Conservancy and its grant application for the Slab Cabin Run initiative – Dept. 111.
- B. Adult Services – Request that the Board approves the semi-annual PHFA report for the awarded 2016 PHARE grant fund. This grant fund has provided eligible individuals/families, living in the Marcellus Shale impact area, with rental and security deposit assistance – Dept. 501.
- C. Central Booking – Request that the Board approves a contract renewal for maintenance and 24/7 support for the HDX 6000 PolyCom video unit. The contract total is \$695 for the period of July 29, 2017 through July 28, 2018 – Dept. 334.
- D. District Attorney – Request that the Board approves the following items:
 - i. A contract with Thomson Reuters for Westlaw. The contract total is \$18,105.60 for the period of July 25, 2017 through July 24, 2020 with a three (3%) percent increase in the second and third year– Dept. 221.
 - ii. A contract with Corrections Development Inc. for the Prosecutor's Management Application. The contract total is \$7,074 for the period of January 1, 2017 through December 31, 2017 – Dept. 221.
- E. Elections – Request that the Board approves the following items:
 - i. A contract renewal with Election Systems & Software for the continuation of firmware and software usage agreement for all election equipment (M-100 units – Automark Units and AIMS software). The contract total is \$14,250 for the period of September 1, 2017 through August 31, 2018 – Dept. 131.
 - ii. A maintenance contract renewal with Pitney Bowes. The contract total is \$554.04 for the period of September 1, 2017 through August 31, 2018 – Dept. 131.
- F. Emergency Services – Request that the Board approves a contract renewal with Breon's Inc. to provide generator maintenance for all 911 tower sites and the

Willowbank tower. The contract total is \$11,288.19 for the period of June 9, 2017 through June 8, 2018 – Dept. 354.

G. MH/ID/EI – Request that the Board approves the following items:

- i. Addendum No. 2 between the County of Centre and Bauer's All About Kids, LLC. This will increase the allocation to allow the service provider to provide additional early intervention services in the amount of \$6,000 increasing the contract maximum from \$44,000 to \$50,000 with the source of funding as follows: State \$45,000 and County \$5,000 for the period of July 1, 2016 through June 30, 2017 – Dept. 561.
- ii. A letter of agreement between St. Francis University and the County of Centre. Intellectual disability services include administration of National Core Indicator surveys, PFDS and IM surveys, and Transition surveys. The total cost is \$34,564 which is state funded for the period of July 1, 2017 through June 30, 2018 – Dept. 561.
- iii. A contract renewal between NHS Pennsylvania and the County of Centre. Mental health services provided include family based and family support services (respite services). The contract total is \$38,000 which is funded as follows: State \$36,248 and County \$1,752 for the period of July 1, 2017 through June 30, 2018 – Dept. 561.
- iv. A contract renewal between Housing Transitions, Inc. and the County of Centre. Services provided include emergency housing assistance for drug and alcohol clients. The contract total is \$5,000 with the source of funding as follows: State \$4,770 and County \$230 for the period of July 1, 2017 through June 30, 2018 – Dept. 562.
- v. A contract renewal between J. S. Transport and the County of Centre to provide emergency transportation services. The contract total is \$22,000 with the source of funding as follows: State \$20,986 and County \$1,014 for the period of July 1, 2017 through June 30, 2018 – Dept. 561.
- vi. A contract renewal between Cen-Clear Child Services, Inc. and the County of Centre. Mental health services include outpatient (psychiatric evaluation/medication clinic, tele-psychiatry, peer support, and family based mental health services). The contract total is \$58,500 with the source of funding as follows: State \$55,803 and County \$2,697 for the period of July 1, 2017 through June 30, 2018 – Dept. 561.
- vii. A letter of agreement between Mary Ann Kresen, Esquire and the County of Centre. Services provided include counsel for mental health and intellectual

disability hearings, legal review of court orders, hearing reports, appeals, etc. pertaining to commitment hearings. The contract total is estimated at \$10,000 with the source of funding as follows: State \$9,539 and County \$461 for the period of July 1, 2017 through June 30, 2018 – Dept. 561.

H. MIS/RBA – Request that the Board approves the following items:

- i. A contract renewal with Civic Plus for web site hosting. The County has the option to redesign the web page under the agreement at no additional cost, within specific limitations in Exhibit B in the contract. The contract total is \$6,607.72 for the period of July 1, 2017 through June 30, 2018 – Dept. 142.
- ii. A contract renewal for an annual service agreement with Renmark USA (reseller) for Schneider Electric UPS and power distribution unit in County primary computer room. The unit is backed up by generator to provide uninterrupted power source for critical IT and network equipment. The contract total is \$4,709.10 for the period of May 8, 2017 through May 7, 2018 – Dept. 142.

I. Probation – Request that the Board approves the following items:

- i. Owner County Agreement with Central Counties Youth Center, which is a Juvenile Detention Center jointly owned by five counties (Centre, Clinton, Clearfield Huntingdon, and Mifflin). The total cost is \$164,175 with the source of funding as follows: State \$82,087.50 and County \$82,087.50 for the period of January 1, 2017 through December 31, 2017 – 305.
- ii. Fiscal Year 2017-2018 Agreement between the Centre County Probation Department and the Pennsylvania Board of Probation and Parole for the Grant-In-Aid Agreement for the improvement of adult probation services. The grant total is \$125,000 for the period of July 1, 2017 through June 30, 2018 – Dept. 301.
- iii. Fiscal Year 2017-2018 Agreement between the Centre County Probation Department and the Pennsylvania Board of Probation and Parole for state offender supervision. The grant total is \$300,000 for the period of July 1, 2017 through June 30, 2018 – Dept. 301.

J. Transportation – Request that the Board approves the purchase of 63 GPS diagnostic devices for the business fleet of vehicles that will provide important data and offer safety and security to anyone using a County owned vehicle. The total cost of the devices would be \$11,039.49 installed of \$175.23 per vehicle this is a one-time cost with a monthly fee per vehicle of \$18.95 per month per unit – Dept. 532.

VIII. DISCUSSION ITEMS

IX. C-NET REQUESTS

Commissioner Higgins made a motion to approve the sponsorship of the Blueprint for Success Ceremony at 11:30 AM on Friday, July 28, 2017 at Celebration Hall in State College. The motion was seconded by Commissioner Dershem and unanimously approved.

X. REPORTS – ANNOUNCEMENTS

A. Commissioner Dershem reported there are 107,487 registered voters in Centre County. The featured precinct this week is #54 Haines Township with 595 registered voters. They had 187 ballots cast in the municipal primary election with a 31.43% voter turnout.

B. Announcements

Natalie Bird announced that the Board of Commissioners' meeting scheduled for Tuesday, August 8, 2017 is canceled due to the Board attending the CCAP Conference in Erie.

XI. There were no executive sessions to report.

XII. MEETING SCHEDULE

Tuesday, July 18, 2017

BOC – 10:00 AM – Room 146WB

Department Head Meetings – 1:30-2:00 PM – Room 144WB

BOC – Records Improvement Committee – 2:00-3:00 PM – Room 144WB

MH – Planning Commission Meeting – 5:30 PM – Room 146WB

Wednesday, July 19, 2017

BOC – Judge's Lunch Meeting – 12:00 PM – Room 116WB

Thursday, July 20, 2017

BOC/Salary Board – 10:00 AM – Room 146WB – AS NEEDED

BOC – Retirement Board – 11:00 AM – Room 146WB

BOC – SARA LEPC Meeting – 12:30-1:30 PM - EOC

Department Head Meetings – 2:30-4:45 PM – Room 144WB

MH – AgLand Preservation Board Meeting – 7:00PM – Room 146WB

XIII. ELECTION ANNOUNCEMENTS

Tuesday, August 1, 2017

Last day to circulate and file nomination papers.

Tuesday, August 8, 2017

Last day to withdraw by candidates nominated by nomination papers.

Monday, August 14, 2017

Last day to withdraw by candidates nominated at the primary.

Tuesday, October 10, 2017

Last day to REGISTER before the November election.

XIV. QUESTIONS FROM THE PRESS

- XV. Motion by Commissioner Higgins to adjourn at 11:23 AM. The motion was seconded by Commissioner Dershem and unanimously approved.

ATTEST:

Margaret N. Gray
Administrator